



**DEPARTMENT OF LAW**  
**FY21 Proposed Budget Review**  
**City Attorney, Nina R. Hickson**

**June 3, 2020**



# Department of Law

*"Lawyering Beyond Measure"*

## OUR KEY VALUES

- Integrity
- Good Stewards of Allocated Funds
- Partnering with Client-Departments
- Investing in Employees
  - Protecting the City's Assets
- Litigation Prevention
  - Team-oriented, Collaborative Environment



Each department, board and agency has an assigned attorney



Understanding clients' goals & finding creative and innovative solutions to achieve those goals



Lawyering means more than just saying "no"



Reorganization of practice areas to protect the City's assets and to create efficient legal operations

Closely monitor outside counsel expenses & decrease spending



Standardize policies and operating procedures to maximize productivity and reduce expenses



Recruit and retain top legal talent, create paths of progression within job fields to foster growth and development of staff

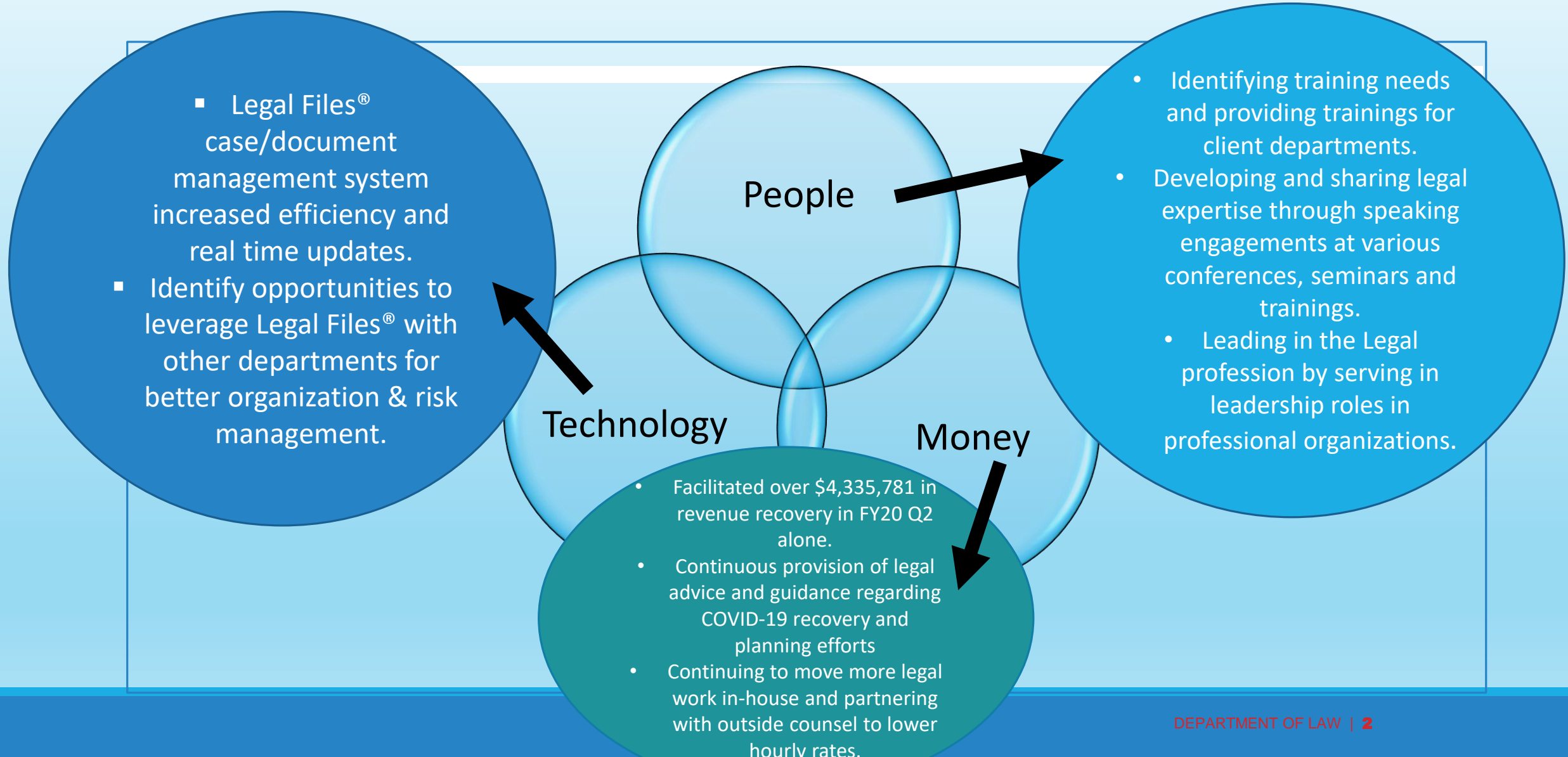


Use Technology to provide efficiency and to reduce expenses



# Department of Law

## *“Utilizing and Maximizing Our Resources”*

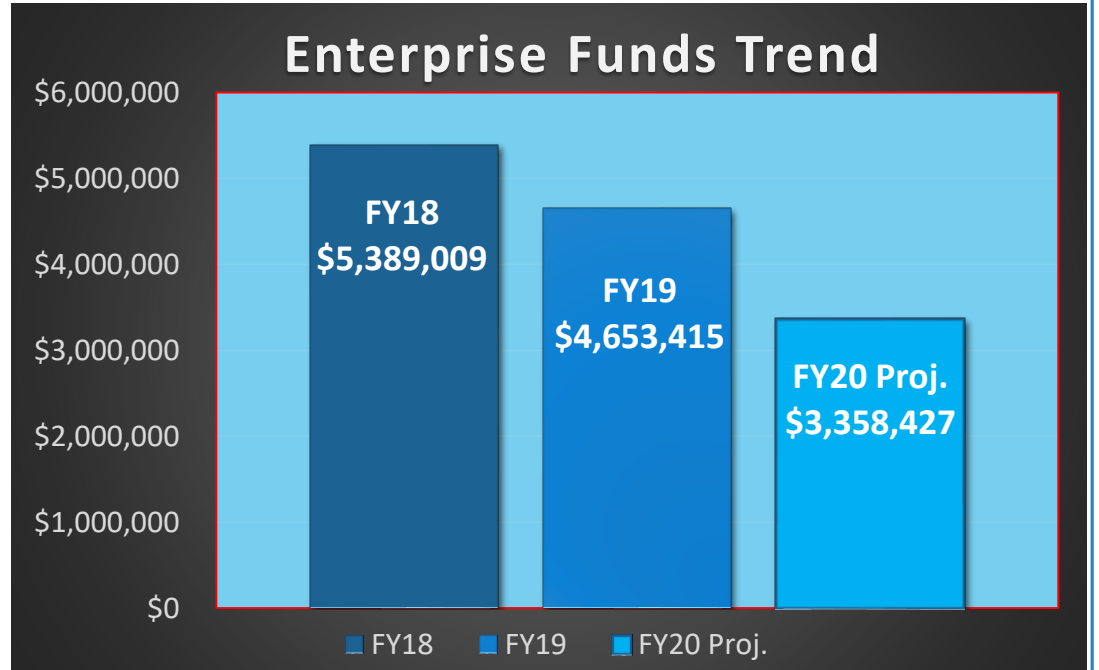
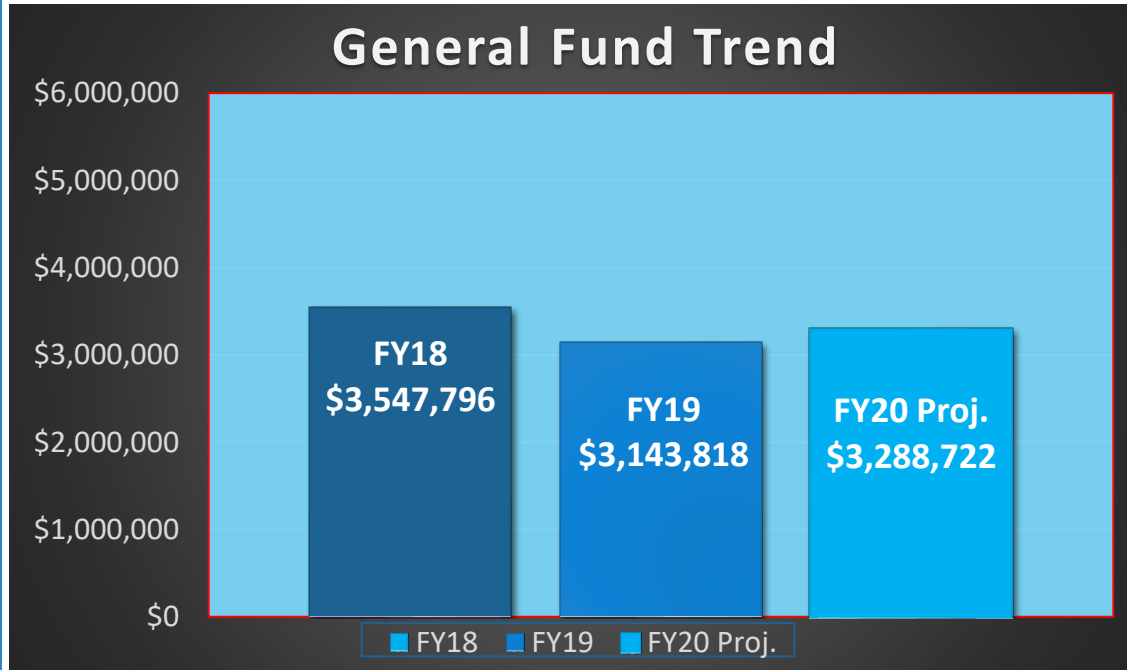


# Department of Law

## *"Good Stewards of Allocated Funds"*

### Key Performance Metrics

#### \$ Outside Counsel Spending



**Complete Overhaul of  
Outside Counsel  
Guidelines and Solidify  
Fee Structure in FY21**

**Partnering with Outside  
Counsel Firms to Reduce  
Hourly Rates**

**Will Handle More  
Employment Litigation  
and Personal Injury  
Cases In-house in FY21**

**Substantial DOL staff  
devoted to multiple  
DOJ, FAA, HUD and SEC  
subpoenas**

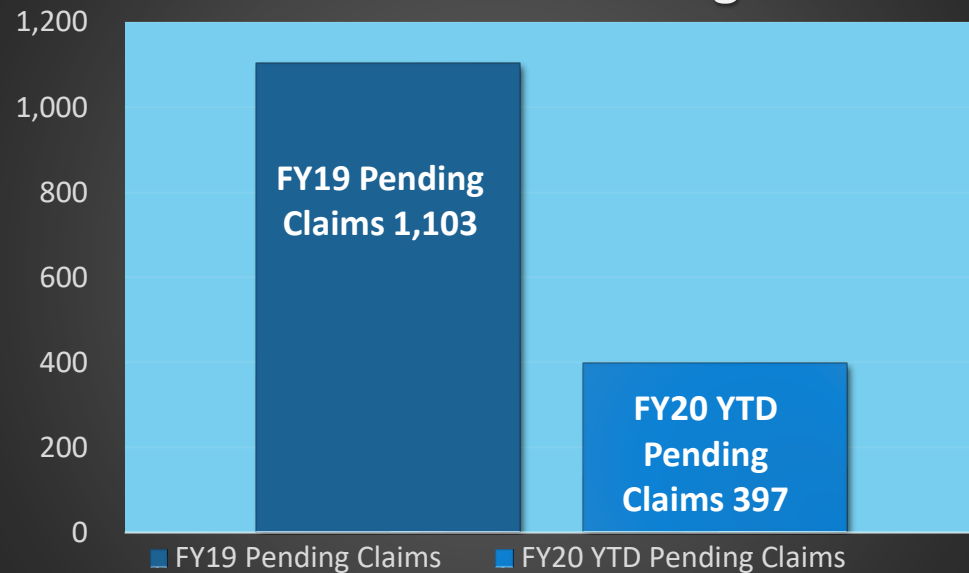
# Department of Law

## *“Reducing Settlements & Other Litigation Payouts”*

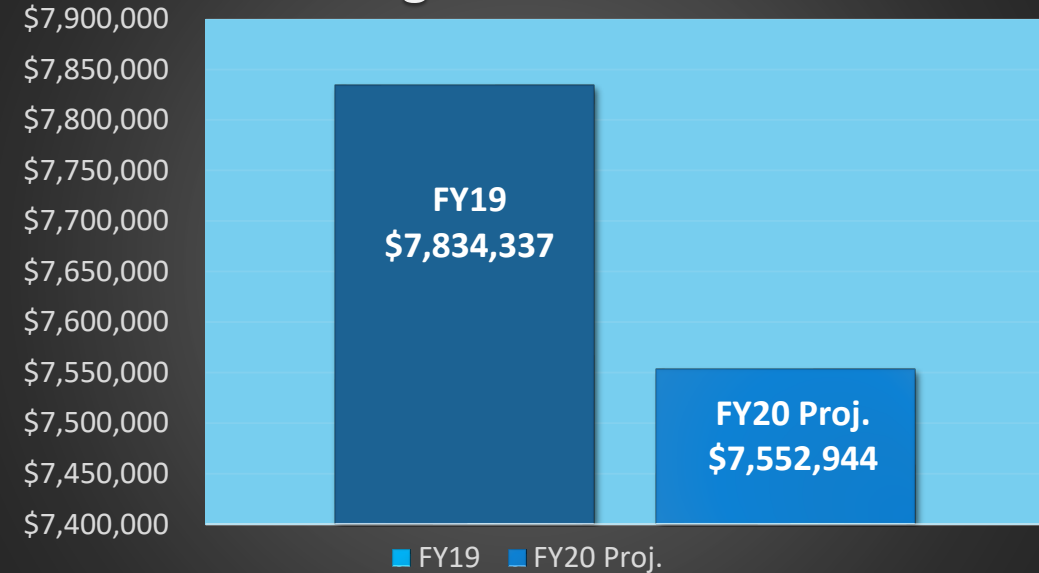
### Key Performance Metrics

#### Pending Claims and Litigation Settlements

##### Claims Backlog



##### Litigation Settlements



**Down 64% from  
1,103 in Pending  
Claims in FY20**

**Projected Downward  
Trend Continues in  
FY21 for Pending  
Claims**

**Anticipated Decrease of  
4% in Litigation  
settlements from  
\$7,834,337 in FY19.**

**Projected Downward  
Trend Continues in FY20  
for Litigation Settlement  
Payouts**

# Department of Law

## Proposed FY21 Budget Changes

### Personnel

#### Budget Changes:

- Proposed Net Decrease of \$1.4M
  - General \$536K
  - Aviation \$295K
  - Watershed \$608K
- Proposed Reductions: Salaries and Other Personnel Costs

#### Operational Changes:

- Abolishment of 9 Positions
- 5 General Fund Positions
- 1 Aviation Fund Position
- 3 Watershed Fund Positions

### Professional Services

#### Budget Changes:

- Proposed General Fund increase of \$201K

#### Operational Changes:

- Includes Key Funding:
  - Contractual Obligations
  - Legal Files Document Management System
  - Professional Services
  - Staff Training

#### Overall Impact:

- Minimum impact to Enterprise Funds due to current and prior years' trend

### Other Expenses

#### Budget Changes:

- Proposed Flat Budget Compared to FY20.

#### Operational Changes

- On-going need for additional cleaning and disinfectant supplies

#### Overall Impact:

- Moderate impact due to anticipated COVID-19 safety measures